

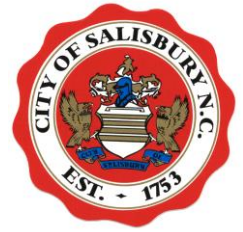
# THE CITY OF SALISBURY

HUMAN RESOURCES DEPARTMENT

132 North Main Street, 2<sup>nd</sup> Floor

P. O. Box 479

Salisbury, NC 28144



## EMPLOYMENT OPPORTUNITIES

### Budget and Performance Manager

*Your Career, Your Community*

The Finance Department is seeking motivated candidates who will perform difficult professional work planning and coordinating all functions associated with preparing the 80 million dollar annual budget, assisting with budget monitoring and expenditure reviews, and managing the City's debt program. Main duties include but are not limited to: ensures approved budget conforms with state and federal regulations concerning budget; manages budgetary oversight throughout the fiscal year; directs and oversees short and long term fiscal planning; manages and coordinates the City's 10 year capital improvement plan; coordinates and conducts management analysis projects and reports; directs, oversees and develops budget staff; and develops recommendations for improving policies and procedures. Join the City of Salisbury for a rich benefit plan and the opportunity to work with a fast paced team that aims to exemplify the City's values by showing purpose, passion and priority.

#### Minimum Requirements:

- Bachelor's degree with coursework in accounting, public administration, or related field and extensive experience in budget management and accounting including some supervisory experience, or equivalent combination of education and experience
- Must have a valid NC Driver's License
- NC Budget & Evaluation Certification and/or Master's Degree preferred
- Excellent analytical, reporting, presentation and communication skills
- Ability to work independently in a high pressure environment and meet deadlines
- Previous supervisory experience preferred
- 3-5 years of government budget experience strongly preferred

**Closing Date: March 15, 2018**

**Pay range: \$58,534.37 - \$76,094.69**

Please apply online at [www.salisburync.gov/hr](http://www.salisburync.gov/hr)

For questions please call/visit:

City of Salisbury Human Resources Department, City Office Building, 132 North Main Street, 2<sup>nd</sup> Floor

Phone: (704) 638-5217

The City of Salisbury prohibits discrimination on the basis of race, color, national origin, sex, veteran status, sexual orientation, religion, age or disability in employment or the provision of services.

The City of Salisbury is a Drug Free Workplace

Job Opportunities Hotline: (704) 638-5355